



**Townsend Council Workshop Meeting Minutes  
April 21, 2021 @ 7:00 pm  
VIA CONFERENCE CALL**

Per the Governor's request, all scheduled meetings will be held via electronic means. Residents will be able to view documents posted to the meeting tab on the Town website at [www.townsend.delaware.gov](http://www.townsend.delaware.gov) or by joining the meeting via computer.

Those wishing to attend may dial 1(301)715-8592. When directed, provide following meeting ID 82764217575# and then the following password 361631# to enter the meeting.

If you choose to access the meeting online Join the online meeting:  
<https://us02web.zoom.us/j/82764217575?pwd=aHI4RDhTZ0xjME1HV0ZOcHRxSHZ3QT09>

- I. **Call to Order:** The meeting was called to order at 7:00 p.m. by Mayor McDonald.
- II. **Opening Ceremonies**
  - A. *Roll Call:*
    - a. The following Council and Staff were present with electronic access available for guests: Mayor T. McDonald, Councilman P. Miller, Councilman J. Mertz, Councilman E. Dugan, Councilman Lobdell, Town Manager A. Mangeri, Town Clerk A. Tantillo and Financial Officer J. Helms.
  - B. *Pledge of Allegiance:* Skipped for Electronic Meeting
  - C. *Recognition of Visitors:* Visitor present was Eschalla Clarke.
  - D. *Announcements:* None
- III. **Additions and Deletions to published Agenda:** None.
- IV. **Approval of Minutes**
  - A. Approval/ Rejection of Council Minutes from the April 7, 2021 Town Council Meeting: *CM Miller motioned for the approval of the minutes as presented, CM Dugan seconded the motion. (Vote: Dugan- Yea, Lobdell- Yea, Mertz-Yea, Miller-Yea)*
- V. **Mayor's Report:** No report
- VI. **Reports**
  - A. State Police:
    - a. Council requests Lt. Lloyd to provide an April report at the next Town Council Meeting.
    - b. CM Mertz requested Lt. Lloyd to provide guidance on whether the Town should encourage residents to call 911 for speeding; and if so, if that would provide for a better record of the number of incidents in Town.
      - i. TM Mangeri reported that Council and staff has addressed this with Lt. Lloyd and encourages all residents to call 911 to report incidents as they see it or to call Troop 9 directly, as they are the Town's municipal Law Enforcement Agency. The information is on the Town website.
  - B. Town Attorney Fred Townsend III:
    - a. TM Mangeri has also shared that he will request the status of the dedication descriptions of the properties to be dedicated to the Town, from TA Townsend. He will also review the status of these items with TE Van-Otoo as he works with TA Townsend on producing the dedication description.
  - C. Town Engineer Edwin Van-Otoo:
    - a. Council requests an update on Town projects.
  - D. Town Manager Anthony S. Mangeri:

- a. No report

**VII. Committee Reports**

- A. Finance: Chair Mayor Thomas McDonald - Co-Chair CM Edgar Dugan
  - a. Mayor McDonald requested the addition of a budget discussion at the May meeting as the Finance Committee will review the budget to be discussed prior to the meeting.
- B. Human Resources: Chair CM Patrick Miller
  - a. No report
- C. Public Works: Chair CM Edgar Dugan - Co-Chair CM Scott Lobdell
  - a. No report
- D. Land Use & Development: Chair CM Scott Lobdell - Co-Chair CM Edgar Dugan
  - a. CM Lobdell shared that he would like an update on the 2020 Comprehensive Plan at the May Council Meeting.
  - b. CM Lobdell also shared that he would provide a status update on the Zoning Code recommendations from the Planning Commission.
  - c. TM Mangeri shared that there will be a Board of Adjustment Hearing on April 29<sup>th</sup>, and the results of that meeting can be reported on at the next Town Council Meeting.
- E. Veterans Committee: Chair CM Patrick Miller - Co-Chair CM Joshua Mertz
  - a. No report
- F. Public Safety: Chair CM Patrick Miller - Co-Chair – CM Joshua Mertz
  - a. CM Mertz shared that he will presenting a paper that he has written to address speeding and traffic safety in Townsend Village II East.
- G. Community Relations: Chair CM Scott Lobdell - Co-Chair CM Joshua Mertz
  - a. CM Lobdell and CM Miller shared that they will not have a report for the next Council meeting but will continue looking at the potential for summer activities such as movies in the Town Park and the Townsend Fair and Parade.
- H. Parks & Recreation: Chair CM Scott Lobdell - Co-Chair CM Patrick Miller
  - a. TM Mangeri shared that he has found a vendor for the park signs and he will prepare the signs to be ordered as soon as possible.
- I. National Wildlife Federation Liaison: CM Joshua Mertz
  - a. No report.

**VIII. Citizens Comments & Participation**

- a. CM Mertz thanked TC Tantillo and the Board of Elections for the Meet the Candidates Event on Monday, April 19<sup>th</sup>.

**IX. Adjournment**

Mayor and Council adjourned the meeting at 7:15pm.

Please note that this is a Council Workshop. The main function is to set the agenda and prepare for the next Town Council meeting. Some business may be conducted by Council if required. The agenda items as listed may not be considered in sequence. This agenda is subject to change to include the addition or deletion of items, including executive sessions.